

**STATE OF HAWAII**  
**REQUEST FOR EXEMPTION FROM CHAPTER 103F, HRS**

To: Chief Procurement Officer

From: Department of Health/Adult Mental Health Division <sup>06 OCT 13 P2:41</sup>  
*Department/Division/Agency*

Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

Title and description of health and human service(s):

Provision of targeted case management services in the Waianae area of the island of Oahu for adults with severe and persistent mental illness.

|                                                                         |                                                        |                                         |
|-------------------------------------------------------------------------|--------------------------------------------------------|-----------------------------------------|
| Provider Name:<br>Waianae Coast Community<br>Mental Health Center, Inc. | Total Contract Funds:<br>\$150,639 (estimate)          | Term of Contract:                       |
| Provider Address:<br>86-226 Farrington Highway<br>Waianae, Hawaii 96792 | Contract Funds per Year<br>(as applicable).<br><br>N/A | From: To:<br>Nov. 1, 2006 Feb. 28, 2007 |

Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:

The Adult Mental Health Division (AMHD) requests another exemption for the purpose of continuing to contract with the provider for an additional four months while a competitive procurement process is being completed. The continuation of targeted case management services is vital for consumers in the Waianae community.

Within the past two years, three RFPs for targeted case management services in the Waianae area were issued. For all of these RFPs, no award was made and Waianae Coast Community Mental Health Center, Inc. (WCCMHC) was the only applicant to submit proposals.

A decision was made to reconfigure services and an RFP for community-based case management, a blending of targeted case management and intensive case management services, was issued on March 14, 2006. It was projected that contracts would have been awarded in early July 2006 with new contracts scheduled to start on November 1, 2006. However, after the proposal submittal deadline, a change was made to the personnel requirements for the service. It was determined that this change to the personnel requirements constituted a material change to the RFP. Therefore, the RFP was cancelled and reissued on August 23, 2006. The deadline for the submission of proposals for the reissued RFP was September 29, 2006.

The requested exemption for an additional four months will allow for the evaluation of proposals, possible protests, negotiations with providers, the execution of contracts, and if necessary, the transitioning of consumers to new case managers. It is in the best interests of the State and its consumers for the continuation of services by WCCMHC during the completion of the procurement process.

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Details of the process or procedure to be followed in selecting the service provider to ensure maximum fair and open competition as practicable:

The proposed provider is currently providing targeted case management services and was initially selected through the RFP process.

A description of the state agency's internal controls and approval requirements for the exempted procurement:

The AMHD Chief has reviewed and approved the exempted procurement. The services will be monitored by contracts, fiscal, performance improvement, and service staff.

A list of state agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Thomas W. Hester, M.D., AMHD Chief  
Amy Yamaguchi, AMHD Public Health Administrative Officer (PHAO)  
Robbyn Takeuchi, AMHD Case Management Services Director

Direct questions to (name & position):  
Amy Yamaguchi, PHAO

Phone number:  
586-4681

e-mail address:  
amy.yamaguchi@doh.hawaii.gov

This exemption should be considered for list of exemptions attached to Chapter 3-141, HAR: Yes ☐ No ☒

I certify that the information provided above is to the best of my knowledge, true and correct.

  
Department Head Signature

OCT 11 2006  
Date

Chiyome Leinaala Fukino, M.D.  
Typed Name


Director of Health  
Position Title

Chief Procurement Officer's Comments:

Approval is until the contract commencement date or February 28, 2007, whichever is sooner.

Please ensure adherence to applicable administrative requirements.

☒ Approved ☐ Denied

  
Chief Procurement Officer

10/23/06  
Date

cc: Administrator  
State Procurement Office

**State of Hawaii**  
**Notice of Request for Exemption from Chapter 103F, HRS**

The chief procurement officer is considering this request for exemption and, if there is good cause, the state intends to exempt the purchase as described in the request. Any inquiries regarding the purchase shall be directed to the contact person noted on page two of the request. Any concerns regarding the exemption shall be in writing and received by the chief procurement officer within seven days of the date the notice was first posted. Concerns shall be mailed to: Aaron Fujioka, Chief Procurement Officer, State Procurement Office, 1151 Punchbowl St., #230A, Honolulu, HI 96813.